

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

\*\*\*\*\* STATE OF MARYLAND \*\*\*\*\*

**BPO NO:** 001B0600373

**PRINT DATE:** 07/21/20

**PAGE:** 01

<b>SHIP TO:</b> AS SPECIFIED ON INDIVIDUAL ORDERS		
<b>VENDOR ID:</b> NATIONAL CENTER ON INSTITUTIONS AND ALTERNATIVES 7130 RUTHERFORD RD BALTIMORE, MD 21244 (410 )265-1490	<b>REFER QUESTIONS TO:</b> GWENDOLYN ADAMS (410 )767-7662 GWENDOLYN.ADAMS@MARYLAND.GOV	
<b>ITB:</b> H00R0600018	<b>EXPR DATE:</b> 12/31/22 <b>POST DATE:</b> 05/18/20	<b>DISCOUNT TERMS:</b> . NET 30 DAY <b>CONTRACT AMOUNT:</b> 1,230,420.43

### TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

CONTRACTOR SHALL FURNISH ALL LABOR, EQUIPMENT, AND SUPPLIES NECESSARY TO PERFORM JANITORIAL SERVICES AT THE NEW CATONSVILLE DC/MSC LOCATED AT 1 ROLLING CROSSROADS AS SPECIFIED IN THE DETAILED SPECIFICATIONS IN ACCORDANCE WITH THE CONTRACT TERMS, CONDITIONS, AND PROVISIONS.

TERM: TWO (2) YEARS AND SEVEN (7) MONTHS BEGINNING JUNE 1, 2020 THROUGH DECEMBER 31, 2022 WITH TWO (2) ONE (1) YEAR OPTIONS.

### AGENCY FUNDS:

H00 20 33461 0813 \$ 34,568.81  
H00 21 33461 0813 \$449,069.83  
H00 22 33461 0813 \$494,219.36  
H00 23 33461 0813 \$252,562.43

THIS IS A PREFERENCE PROVIDER CONTRACT.  
RETAIN DETAILED SPECIFICATION FOR FUTURE REFERENCE.

AGENCY CONTACT: DELBERT STALLING AT DELBERT.STALLING@MARYLAND.GOV  
SHENIKA JACKSON AT SHENIKA.JACKSON@MARYLAND.GOV  
PHONE: 410-455-7820

VENDOR CONTACT: VANESSA HARRISON  
EMAIL: VHARRISON@NCIANET.ORG  
PHONE: 443-780-1423  
MOBILE: 443.790.1375

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	_____
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0001	91039	LT	241,981.6700	
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JANITORIAL/CUSTODIAL SERVICES

BASE CONTRACT TERM - 1ST PERIOD:

JUNE 1, 2020 THROUGH DECEMBER 31, 2020

\$241,981.67

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0002	91039	LT	483,313.9600	
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JANITORIAL/CUSTODIAL SERVICES

BASE CONTRACT TERM - 2ND YEAR:

JANUARY 1, 2021 THROUGH DECEMBER 31, 2021

\$483.313.96

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0003	91039	LT	505,124.8000	
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JANITORIAL/CUSTODIAL SERVICES

BASE CONTRACT TERM - 3RD YEAR:

JANUARY 1, 2022 THROUGH DECEMBER 31, 2022

\$505,124.80

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0004	91039	LT		
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JANITORIAL/CUSTODIAL SERVICES

OPTIONAL RENEWAL TERM - 1ST YEAR:

JANUARY 1, 2023 THROUGH DECEMBER 31, 2023

\$526,975.35

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0005	91039	LT		
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JANITORIAL/CUSTODIAL SERVICES

OPTIONAL RENEWAL TERM - 2ND YEAR:

JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

\$548,866.40

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0006	91039	LT		
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JANITORIAL/CUSTODIAL SERVICES

ADD ALTERNATES SERVICES ARE TO BE PERFORMED AT THE DISCRETION OF (AND COORDINATED WITH) THE STATE AGENCY, AND INVOICED AS A SEPARATE LINE ITEM UPON COMPLETION OF EACH SERVICE OCCURENCE.

ADD ALTERNATES ARE EFFECTIVE THE SECOND YEAR OF THE CONTRACT BEGINNING JANUARY 1, 2021.

ALL ALL ALTERNATES SHALL BE PERFORMED ONE TIME PER YEAR:

ADD ALTERNATE #1:  
TASK A-1  
CLEAN AND SHAMPOO CARPETING

ADD ALTERNATE #2:  
TASK A-2  
CLEAN ALL LIGHTING FIXTURES

ADD ALTERNATE #3:  
TASK A-3  
CLEAN ALL INTERIOR WINDOWS AND GLASS WALLS

ADD ALTERNATE #4:  
TASK A-4  
CLEAN ALL EXTERIOR WINDOWS

ANNUAL COST FOR ADD ALTERNATES:

BEGINNING JANUARY 1, 2021.

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	_____
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AMOUNT: \$22,182.04

BEGINNING JANUARY 1, 2022:  
\$22,625.68

BEGINNING JANUARY 1, 2023:  
\$23,078.19

BEGINNING JANUARY 1, 2024:  
\$23,539.76

\_\_\_\_\_ END OF ITEM LIST \_\_\_\_\_

THE BLANKET PURCHASE ORDER (BPO) ISSUED AS A RESULT OF THE INVITATION TO BID (ITB) AND ANY SUBSEQUENT AMENDMENTS, MODIFICATIONS OR OPTIONS ISSUED RELEVANT TO THE ITB OR BPO, SHALL COMPLY WITH ALL OF THE TERMS, CONDITIONS AND SPECIFICATIONS ISSUED WITH THE ITB AND ARE INCORPORATED IN AND MADE PART OF THE BPO.

IF THE STATE OF MARYLAND OR OTHER REGULATORY BODY REQUIRES A LICENSE OR CERTIFICATE TO PERFORM THE SERVICES REQUIRED, PLEASE PROVIDE THE LICENSE NUMBER AND DATE OF ISSUANCE.

THE STATE RESERVES THE RIGHT TO ADJUST THE SCOPE OF WORK PROVIDED IN THE SPECIFICATIONS IN ORDER TO KEEP EXPENDITURES WITHIN AUTHORIZED APPROPRIATIONS.

\_\_\_\_\_  
LICENSE NUMBER

\_\_\_\_\_  
DATE OF EXPIRATION

IF YOU ARE A DEPARTMENT OF TRANSPORTATION CERTIFIED MINORITY BUSINESS, PLEASE PROVIDE YOUR CERTIFICATION NUMBER.

\_\_\_\_\_  
MDOT'S MBE CERTIFICATION NUMBER

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AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

BUYER AUTHORIZED DESIGNEE